

16 August 1976

MEMORANDUM FOR THE RECORD

FROM : [REDACTED] STATINTL  
OTR/II/IMB

SUBJECT: POA and SOO Course  
Arrangements and Scheduling Agreed to by  
II and FTD, July 1976

1. Beginning with the January-February 1977 running, the two courses will be scheduled back-to-back and conducted at Headquarters Building in either Room 1A-07 or 1A-13. Each course will be 2-1/2 days in length.

STATINTL  
2.a. Office of Medical Services will be scheduled in both courses, but on different topics and with different speakers.

b. [REDACTED] OTR, will speak only in the SOO. STATINTL  
c. [REDACTED] will participate only in the SOO.

d. Benefits and Services Division will be covered only in the POA.

e. Central Processing will be covered only in the POA.

STATINTL

STATINTL  
3. [REDACTED] will contact [REDACTED], Chief, STATINTL  
Central Processing Branch, and [REDACTED] Benefits and Services Division, to provide better and more appropriate coverage on these subjects.  
[REDACTED]